



V.J. ST. PIERRE, JR.
PARISH PRESIDENT

LEON C. VIAL III
DIRECTOR OF
LEGAL SERVICES

ST. CHARLES PARISH

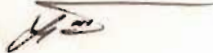
DEPARTMENT OF LEGAL SERVICES

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TO: V. J. St. Pierre, Jr., Parish President

FROM: Leon V. Vial, III, Director of Legal Services 

RE: 2011 Annual Report

In 2011, the Department of Legal Services has opened 96 files, 40 of which are Planning & Zoning code enforcement matters. I continue to closely monitor all files being handled by other counsel including counsel for the insurance carrier, three of which were assigned in 2011.

During this same period, the Department Director has attended 24 council and/or committee meetings and 192 meetings with various staff members and others. The Director appeared in District Court at least 19 times. Considerable time was spent preparing for these meetings and court appearances, which preparation included research, drafting of pleadings, preparation of discovery and the like, including the taking of depositions. Extensive telephone interaction was spent with opposing counsel, Parish staff, and various members of other departments, committees, boards and commissions.

The Department has reviewed policies and procedures of the various departments, Committees, Boards and Commissions to insure compliance with State, Federal and Local laws.

Many hours were spent attending unplanned meetings which arose as a result of the daily activities of the Council, Administration, the numerous Boards, Commissions, Committees and quasi-governmental entities.

The Department of Legal Services has increased its responsibility in providing aid to

the other Departments, Boards, Committees and Commissions and has established procedures within it to insure that its efforts are not wasted. The changes implemented by this Director will endure and continue to aid future administrations.

LCV,III:dhh

****Neither the total number of pending civil suits involving the Parish nor the total number of active files is reflected herein. The numbers shown only reflect new activity in 2011 .**